

# Assurance Council



## MINUTES

8/17/10

10:30

COMITIUM

MEETING CALLED BY	Bruce Chrisman			
TYPE OF MEETING	Fermilab Assurance Council			
FACILITATOR	Bob Grant			
NOTE TAKER	M. Tolian			
ATTENDEES	B. Chrisman C. Conger <del>E. Hill</del> R. Ortgiesen	B. Grant D. Carlson K. Van Vreede <del>V. White</del>	<del>A. Filak</del> G. Leonard N. Grossman S. Henderson	B. Boroski G. Bock T. Miller

## Agenda topics

- Polling of Members for Management Issues
- Review of Read Ahead Material

## DISCUSSION

Management Issues – Sustainability targets; greenhouse gas reduction

“Live list” of issues with adjustments discussed in today’s meeting will be updated and posted on the AC web page.

LBNL CAS DOE Peer Review, 9/27 – 9/29 – L. Hill & B. Chrisman will attend. B. Grant is not going.

J. Cotton went over the CAS Implementation Activities presentation, point by point, and will make some adjustments to dates, Management System info, Program Manuals etc.

Will present date changes to B. Chrisman for approval. Documents needed for Program Manuals should be determined after ownership issues solved.

### Next AC Meeting Agenda Item – Discuss ownership of Management Systems.

Director’s Policy Manual rewrite - E. Vokoun has completed the draft rewrite. Needs to provide a copy to the AC for review and discussion.

Discussion of Reporting & Metrics; regarding metrics for the management systems, the Lab needs to establish and manage them for itself, although the BoD will have to approve them.

Following the steps outlined in the presentation should satisfy the lines of inquiry.

## ITEMS FOR FOLLOW-UP

## SPECIAL NOTES OR HANDOUTS

**All Meeting Minutes, along with any handouts and slide presentations, will be posted on the web at:**

[http://www.fnal.gov/directorate/OQBP/ac\\_2010.html](http://www.fnal.gov/directorate/OQBP/ac_2010.html) **NOTE** – New web address for meeting minutes, effective 4/28/10.